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Meeting Minutes

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS BUILDING OFFICIAL CERTIFICATION COMMITTEE

Sturbridge Public Safety Building
Sturbridge, MA

April 1, 2015 9:00 a.m.

Meeting called to order by the Chairman at 9:27 a.m. followed by roll call:

1. Roll Call

- | | | |
|--|---|--|
| a. Donald R. Torrico, Chairman
-Building Officials of Western Massachusetts Member, Lee | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman
-Southeastern Building Official's Association, Hingham | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeff Richards
-Massachusetts Building Commissioner's Association, Weymouth | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| d. Bonnie Weeks
- Member At Large, Palmer | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent arrived 9:34 |
| e. Andrew Bobola
- Member At Large, Mattapoisett | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| f. Matthew Hakala
- Member At Large, Westford | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Roger Fuller
- Massachusetts Municipal Association Representative | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| h. Peter McLaughlin
- Member from Academia | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| i. Bill Horrocks
- BBRS Representative | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS

2. The minutes from the BOCC meeting on **March 4, 2014**, were reviewed by members present; **MOTION** to approve these minutes was made by **Michael Clancy**, seconded by **Matthew Hakala**. Motion passed by unanimous vote.

3. Application for Certification Packets

- a. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to approve the reciprocal, from the State of Connecticut, application of **DL Chandler** (No Affiliation) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1961) (*Reference BOCC April 3, 2013*)

4. Examination Approval Packets

- a. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **DL Chandler** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Chandler meets the minimum qualifications set forth by the BBRS for said position of inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- b. On a **MOTION** by Bill Horrocks and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **David Cody** (Town of Amherst) for approval to take the required exams to become certified as a building code enforcement official. Mr. Cody meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- c. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Lisa Hoang** (City of Boston) for approval to take the required exams to become certified as a building code enforcement official. Ms. Hoang meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- d. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Angelo Kyriakides** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Kyriakides meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- e. On a **MOTION** by Jeff Richards and seconded by Bill Horrocks it was unanimously **VOTED** to grant the request of **Christopher McKenna** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. McKenna meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

5. New Employee Report Form Packets

- a. On a **MOTION** by Michael Clancy and seconded by Jeff Richards it was **VOTED** to acknowledge the *New Employee Report Form* of **Charles Bado** newly appointed to the position of **Local Inspector** on February 17, 2015 for the Town of Amherst. *NERF signed by the Town Manager.* Bill Horrocks opposed
- b. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **David Cody** newly appointed to the position of **Building Commissioner** for the City of Chicopee. Appointed, March 2, 2015, and not certified as a Local. Twelve month grace period expires March 31, 2016. *NERF signed by the Town Manager.* Bill Horrocks opposed
- c. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **George Fabrizio** newly appointed to the position of **Local Inspector** on February 17, 2015 for the Town of Weymouth. *NERF signed by the Mayor.* Jeff Richards abstains
- d. On a **MOTION** by Bonnie Weeks and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **William Forte** appointed to the position of **Building Commissioner** on February 13, 2015 for the City of Waltham. *NERF signed by the Mayor.*
- e. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Lisa Hoang** newly appointed to the position of **Local Inspector** for the City of Boston. Appointed, March 2, 2015, and not certified as a Local. Twelve month grace period expires March 31, 2015.

- f. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was **VOTED** to acknowledge the *New Employee Report Form* of **Michael McAteer** newly appointed to the position of **Local Inspector** on December 1, 2014 for the Town of Brookline. *NERF signed by the Town Administrator*. Bill Horrocks opposed

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Patrick Curran (City of Boston)** to extend his current 3rd extension for six months based on medical documentation. Said extension shall expire October 31, 2015.
- b. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to **DENY** the request of Michael Nee (City of Boston) for a fourth extension of time to complete the required exams for local inspector. *R7.1.7.4.1*

7. Hearings

- a. None

8. New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

- a. On a Motion by Jeff Richards and seconded by Michael Clancy it was unanimously voted to acknowledge the retirement of **Harold Nichols** 92-11-036, **Roderick Thurston** 08-09-1613, **David Thyng** 92-11-096 and **Nicholas Tobichuk** 92-11-611.
- b. For informational purposes; there are currently 691 certified building inspectors, 259 local and 432 inspector of buildings.
- c. There are currently 107 building officials who are delinquent with their continuing education hours. Letters will be sent to these individuals stating their certification may be revoked. *After updating the approved credit hours from April 1, 2015 there are currently 99 building officials who are delinquent.*

9. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; **MOTION** to approve was made by **Jeff Richards** and seconded by **Michael Clancy**. **MOTION** passed by unanimous vote.

(*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
ICC	3 days	Fire and Life Safety Institute based on the 2012 IBC	10.0	1	IC-226
NEHPBA	5/4/2015	2015 NEHBA Annual Meeting ~ Special Presentation to Building Officials Part 1 and 2 (1.5 hours each session)	3.0	1	C-2553
Kenneth Foody Local Cert 4/2012 0 hours		The following Certificates were provided for credit hours – the courses were issued through the State of North Carolina (exams based on NC Codes and not completed through the ICC) ~ approved and recognized by the ICC: Mechanical Inspector Level III Building Inspector Level III Mechanical Inspector Level II Building Inspector Level II 2013 NCBIA WCS – Mechanical – 6 hrs 2013 NCBIA WCS – Building – 6 hrs NCMIA Spring Training Seminar 2013 – 6 hrs 2015 NCEBC – Residential – 2 hrs 2015 NCEBC – Commercial – 2 hrs 2015 NCEBC – Plan Review – 2 hrs Pool and Spa Regulations – 1 hr	Zero credit hours for all listed		

		Law and Administration <i>Wilkes Community College (History and background of Building Codes including NC</i>	10.0	2	C-2554
John Erickson	12/9/2014	ADA Standards – Real World Applications	6.0	1	C-2555
District 14	2/24/2015	IBC Plan Review	2.0	1	D14-0215
	3/3/2015	SEC 100 Inspections	2.0	1	D14-0315
Russ Forsberg	2/4/2015	Solar PV Code Workshop	6.0	1	c-2556
Russell Lutkevich	3/6/2015	12 hours CSL course offered through Boston Contractors Institute	10.0	1	C-2233*
Brian Bower	1/22/2014	12 hours CSL course offered through Mass Codes, LLC	10.0	1	C-2233*
District 13	2/24/2015	Fire Dept Transmittals and Documentation	2.5	1	D13-0215
District 1	2/26/2015	Fire Department Transmittals / 9 th Edition IRC issues	3.0	1	D1-0215
Felix Zemel	1/18/2015	Fire Prevention Officer – Basic ~ offered by DFS	0		C-2411*
	2/2015	New Fire Code Orientation	0		C-2510*
	2/19/2015	Overview of smoke and CO alarm/detector requirements for 1 & 2 Family homes. 527 CMR 1.00 and MGL 148 Sec 26F and 26F ½ (Quarterly Fire Prevention Training)	0		C-2557
	1/5/2015	New Fire Code Orientation for Non-Enforcement Authorities	0		C-2558
John Wojciechowicz	1/1/2015	ICC – 67 Fire Inspector II – 2009 prep	2.0	1	C-954*
	1/17/2015	Fire Inspector II exam	5.0	1	C-544
SEMBOA	3/11/2015	Manual J Training Class for Building Officials	2.0	1	SE-0315
Jason Silva	11/13/2013	FEMA – Rural Domestic Preparedness Consortium	8.0	1	C-2559
Dana MacAllister	9/10/2014 & 10/8/2014	ICC – 2009 IBC Performing Commercial Building Inspections	10	1	IC-227
	5/14/2014	NHBOA (New Hampshire Building Officials Assoc) 2014 NEC Update	0		
	4/9/2014	ICC – 2009 IRC Townhouse Fire & Life Safety provisions offered through NHBOA	6.0	1	C-2431*
	4/9/2014	ICC – 01 Legal/Management Module – 2009	2.0	1	IC-145*
	2/27/2014	ICC – 02 Technology Module – 2009	2.0	1	IC-191*
	9/30/2014	ICC – 2014 Conference Building Tour	6.0	1	IC-187*
District 11	3/10/2015	Snow Loads	1.0	2	D11-0315
ICC	2015	ICC – 2012 IRC Performing Residential Building Inspections (2 days)	10.0	1	IC-228
Charles Cipoletta	2/23/2015	Understanding Restraint Rod Systems – Simpson StrongTie on-line course	1.0	1	C-2560
	3/5/2015	Shear Wall Design for Wood Framed Construction – Simpson StrongTie on-line course	3.0	1	C-2532*
BOWM	12/17/2014	Code Review	2.0	1	WM-1214
	9/27/2014	BBRS and HIC	2.0	1	WM-0914
	1/21/2015	Continuous Wall Bracing, Floor Fire Protection	2.0	1	WM-0115
	2/18/2015	Revision to the MA DEP Asbestos Regulations	2.0	1	WM-0215
District 12	3/25/2015	Unsafe Structures	3.0	1	D12-0315
District 13	3/24/2015	Modular Buildings	2.0	1	D13-0315
MetroWest	3/17/2015	Fire Alarm Systems & 780 CMR	2.5	1	MW-0315
William Girard	1/29/2015	Municipal Considerations for the Short Term Letting of Rooms	2.0	1	C-2561
Thomas F. Barry	3/27/2013	ICC – Code Essentials for Contractors	4.0	1	IC-229

Next meeting scheduled for **May 14, 2015, Taunton Holiday Inn, Taunton, MA**

Exhibit List

1. Review Applications for Certification
 - a. Application packet for DL chandler
2. Review Examination Approval
 - a. Application packet for DL Chandler
 - b. Application packet for David Cody
 - c. Application packet for Lisa Hoang
 - d. Application packet for Christopher McKenna
3. Review New Employee Report Forms
 - a. Application packet for Charles Bado
 - b. Application packet for David Cody
 - c. Application packet for George Fabrizio
 - d. Application packet for William Forte
 - e. Application packet for Lisa Hoang
 - f. Application packet for Michael McAteer
4. Review Request for Extension
 - a. Application packet for Patrick Curran
 - b. Application packet for Michael Nee
5. Hearings
 - a. None
6. New Business / Additional Business / Other matters not reasonably anticipated 48 hours in advance of meeting
 - a. Notification of retirement
 - i. Harold Nichols 92-11-036
 - ii. Roderick Thurston 08-09-1613
 - iii. David E. Thyng 92-11-096
 - iv. Nicholas Tobichuk 92-11-611
7. Review Applications for Education Credit